

**U.S. MISSION PAKISTAN – EMBASSY ISLAMABAD
VACANCY ANNOUNCEMENT NO. 12-17**

OPEN TO: All Interested Candidates

OPENING DATE: February 03, 2012

TITLE: AID Project Management Specialist – Agriculture

CLOSING DATE: February 16, 2012

GRADE: FSN-11 (Rs. 2,518,042 p.a. to Rs. 4,687,961 P.A.)

AGENCY: USAID

LOCATION: KARACHI

BRIEF DESCRIPTION OF DUTIES: The incumbent will be a senior Foreign Service National who provides management support, representation and technical advice for USAID Pakistan's agricultural activities in Sindh and Baluchistan provinces. Based in Karachi, the incumbent will play a lead role in ensuring that USAID's agriculture program responds to local needs and realities, reflects international technical standards and best practice, and supports USAID's overall objectives in Pakistan. The incumbent serves as the principal agriculture specialist providing managerial support and oversight for the implementation of USAID's agricultural activities in Sindh and Baluchistan. Works with USAID's implementing partner organizations to develop detailed implementation plans, assists in project start-up and help resolves operational issues. Makes regular field trips to monitor progress toward the achievement of project objectives. As needed, makes recommendations to revise and strengthen project implementation. Document and report the plans and results of agricultural activities. Collaborate with other USAID personnel to help ensure sound financial management, compliance with USAID regulations and adequate recordkeeping for agricultural activities.

QUALIFICATION REQUIRED:

EDUCATION: A Master's Degree in economics, business administration, agronomy, agricultural extension, or agricultural economics is required.

EXPERIENCE: A minimum of five years progressively responsible, job-related, professional-level experience in agriculture, particularly the dairy, horticulture and livestock sectors, serving at senior professional or management levels in the government, with NGOs, the private sector, or another international donor/organization, is required. Demonstrated experience independently managing an organization or a section or division of a large organization is required. Relevant types of experience should include analytical work, program design and management, and direct technical assistance.

LANGUAGE: Level IV (fluent) English language proficiency, speaking and writing, as well as written and spoken Urdu proficiency are required.

KNOWLEDGE: The incumbent will have extensive knowledge of the agricultural sector in Sindh and Baluchistan Provinces, including opportunities and constraints. He/she will have a working knowledge of project design and management, including strategic planning and budgeting, operations, quality assurance/quality control, and evaluation. Familiarity with the roles of key institutional players in the agricultural sector, including local government is required.

ABILITIES & SKILLS: The incumbent will have a demonstrated ability to communicate effectively, both verbally and in writing. He/she will have strong negotiating and interpersonal skills and be able to develop an extensive range of high level contacts in the public and private sectors. He/she will have a strong capacity to plan, organize and execute complex projects and to recognize and resolve problems. Initiative and flexibility in carrying out assigned tasks is required, as is the ability to perform duties with minimal supervisory and administrative support.

ADDITIONAL SELECTION CRITERIA:

1. Management will consider nepotism/conflict of interest, budget, and residency status in determining successful candidacy.
2. Current employees serving a probationary period are not eligible to apply.
3. Current employees with an Overall Summary Rating of Needs Improvement or Unsatisfactory on their most recent Employee Performance Report are not eligible to apply.
4. Applicants for the position must meet the **required** qualifications as advertised in the vacancy announcement.
5. Current employees who have voluntarily reassigned/promoted from one position to another are not eligible to apply within **six months** from the effective date of the reassignment/promotion.
6. Current employees who have received any job related training are not eligible to apply in another section/agency within **six months** from the effective date of the training.
7. Candidates need to indicate on the Application for Employment if any family member is working in the U.S. Mission, Pakistan and, if so, in which section they are employed.
8. U. S. Mission Pakistan will not bear any travel expenses for testing, interviews, pre-employments clearances (if selected) or relocating for joining.

TO APPLY:

Interested applicants must submit their duly completed [DS-174](#) (Application for Employment as LE Staff). Applications should be forwarded on the following email/ mailing address. Applicants should clearly mark the position title or/and vacancy announcement number they are applying for on the envelop. Applications can also be submitted by email at FSNIslamabad@usaid.gov. While submitting through email, the Vacancy Announcement Number (e.g. 12-16) must be mentioned in the subject line.

**Human Resources Unit, Executive Office, USAID/Pakistan
U.S. Embassy, Diplomatic Enclave, Islamabad**

Applications received after the closing date and incomplete applications will not be considered. Applications not submitted on the prescribed application form and on the given email/ mailing address will not be considered. Only short listed candidates will be contacted for their test/interview. To see all advertised positions, please visit Embassy website http://islamabad.usembassy.gov/employment_opportunities.html.

DEFINITIONS:

1. Ordinarily Resident (OR): A citizen of the host country or a citizen of another country who has the required work and/or residency permit for employment in country.
2. Not-Ordinarily Resident (NOR): Typically NORs are U.S. citizen EFMs (Eligible Family Members) and family members of United States Government personnel who are on the travel orders and under Chief of Mission authority, or other personnel having diplomatic privileges and immunities.

CLOSING DATE FOR THIS POSITION: February 16, 2012

U. S. Mission, Pakistan is an equal opportunity employer. All applicants will receive consideration without regard to race, color, religion, gender, national origin, disability, age, sexual orientation, social status, or political ideologies/affiliation.